



Foreign Affairs Manual

10 FAM – Public, Educational, and Cultural Affairs

Change Transmittal: PEC-14
Date: June 12, 2009

10 FAM 120 REMARKS AND WRITINGS FOR THE MEDIA AND GENERAL PUBLIC

Changes

1. **10 FAM 121.4, Definitions**, “Of official concern,” and **10 FAM 125, Dissemination of Public Remarks**, updated the former Office of Public Communication (PA/PC) to the Office of Electronic Information (PA/EI).
2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission.
3. Revisions since the last update appear in *italic* and **dark magenta**. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes appear in italic, which provides a historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 10 FAM 120 (TL:PEC-01, 10-01-1999; 5 pages) and replace it with new subchapter 10 FAM 120 (5 pages).
2. After inserting the material in the binder, insert this Change Transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:PEC-14 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

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